

LEXINGTON-FAYETTE
URBAN COUNTY GOVERNMENT
Division of
**Community
Corrections**



**Become a member
of the
PUBLIC SAFETY TEAM**

Mission Statement

To provide for the incarceration of adult offenders in a fashion that provides for the protection of the public safety, the protection of institutional safety, the delivery of a constitutional level of services to those in need and the opportunity for program participation intended to reduce the likelihood of re-incarceration.



Rodney Ballard
Director

Community Corrections Officers

As a member of the Public Safety team, Community Corrections officers are challenged to provide proper care, custody and control of those persons incarcerated in the facility. The scope of duties for the position of Community Corrections officer covers a broad spectrum that could include, but not be limited to, the following duties and responsibilities: Inmate management in direct supervision housing units, intake processing, auxiliary services, master control, training, classification and community alternatives program. Extensive training will be provided during the 11-week Recruit Academy. Trainees will receive instruction in interpersonal communications, direct supervision, defensive tactics as well as many other duty-related topics. Trainees will be assigned to a field training officer for a portion of the academy to better prepare them for their many duties and responsibilities.

All officers are required to attend annual in-service training to remain up-to-date on the latest information and skills in Corrections. Those individuals considering a career with Community Corrections are encouraged to receive as much education and job-related training as possible.



Employee Benefits

Collective bargaining

Upon successful completion of a the probationary period, the individual has earned the title of officer and becomes a member of the collective bargaining group representing both the officers and sergeants with all benefits and protections of the collective bargaining agreement in effect.

Onsite Physical Fitness Facility

Officers have access to a variety of gym equipment as well as free weights.

Health/Dental/Vision Insurance

The employee's coverage is paid by the LFUCG and family coverage is available.

Vacation, Holidays and Sick Leave

Vacation, holidays and sick leave are accrued at the rate negotiated through the collective bargaining agreement.

Retirement

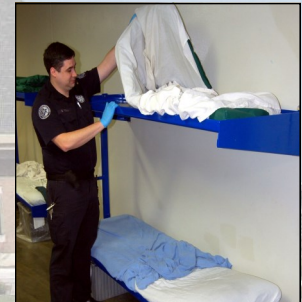
Officers will participate in County Employees Retirement System (CERS) – Hazardous Duty upon completion of probation.

Life Insurance

Options are available to employees. Details and information will be furnished during the New Employee Orientation.

Financial Planning

Employees are provided the opportunity to participate in 401K and 457 plans as well as the Metro Employees Credit Union.



MINIMUM REQUIREMENTS:

- High School or GED
- A U.S. Citizen
- Must be at least 21
- Must have a valid drivers license
- Must be willing to work any shift and call-back duty
- Must not have been convicted of a felony or serious misdemeanor.
- Must have the strength and agility to allow the employee to perform job duties, which would be found at the level of medium work (i.e. exerting 20-50 pounds of force) and including occasional very heavy work (i.e. exerting in excess of 100 pounds).
- Must reside within a one (1) hour response time to the work site in case of emergency and/or recall to duty. This requirement must be met within the first six (6) months as a condition of permanent employment.



Opened October 2000

- 1,200 Beds
- 8 segregation units of 40 beds
- 12 dorm units of 80 beds
- Direct Supervision
- 427,000 square feet
- 71 acre site



OTHER REQUIREMENTS:

- Subject to random drug and alcohol testing during employment.
- Applicants must successfully complete each component of the three phase hiring process to be placed on the eligibility list. Pass/Fail written exam (comprised of questions regarding reading comprehension, problem solving, and report writing), oral interview and suitability assessment.



How to apply for a position with the Division of Community Corrections:

Your application must be submitted online. Go to: www.lexingtonky.gov then choose "I want to" then "apply for a job" and follow the directions. **All positions require drug testing before employment and a pre-employment physical.** The following documents are required to be submitted with your online application: high school diploma or GED certificate, birth certificate from the State where you were born (not the hospital), copy of your drivers license, college transcripts and DD214 (if applicable).

For further application information call (859) 425-2739 or (859) 258-3030

To contact the Division of Community Corrections:

For questions regarding the Recruit Academy, the duties and responsibilities of the Community Corrections officer or to request a tour, contact the recruiting team at (859) 425-2716, (859) 425-2770, (859) 425-2617 or send an email to correctionsrecruiting@lexingtonky.gov

Visit our website at <http://lexingtonky.gov/index.aspx?page=176>



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Division of Community Corrections
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